

Washington City Vendor Application & Standards

PLEASE NOTE: These are General Guidelines for participating vendors, additional requirements may be added for certain events.

- 1. Booth Information:** Booth spaces are 10' X 10' in size. Power is available for \$10 per booth, but is limited. There is a two-booth space limit per vendor. The Event Committee reserves the right to limit the number of booths/business type.
 - 2. Booth Materials:** The Community Center **MAY** provide tables or chairs depending on the event. Generally, **the vendor** is responsible for providing their own booth materials: canopy, decorations, price list, extension cords, signs, table, chairs, etc.
 - 3. Food Vendors:** A Food Handlers Permit is **REQUIRED FOR ALL FOOD VENDORS**. Vendor is responsible for all materials including cooking equipment & supplies, floor coverings, grease catchers, extension cords, tables, chairs, eating utensils, serving utensils, napkins, plates, cups, trash receptacles, sunshades, decorations, price list, signs, etc.
 - 4. Compliance with Law:** All vendors agree to strictly observe all laws and ordinances of the State of Utah, Washington County Health Department, and Washington City, with respect to conducting business. No smoking except in designated areas. Consumption or selling of alcoholic beverages is prohibited on City property. The City shall have the right to inspect, at all reasonable times, the premises occupied by vendor. Willful violation of or failure to comply with any of said laws or regulations shall be cause for cancellation of this agreement by the City.
 - 5. Release Waiver and Indemnification Agreement, and this Vendor Sub-License Application Form** is due a minimum of 7 days prior to the event. This form can be returned to the following address: Washington City Community Center, 350 North Community Center Dr. Washington, UT 84780

For events at the community center: Benjamin Rae, brae@washingtontcity.org
For events at the city parks: Kole Staheli, kstaheli@washingtontcity.org
- Receipt of these items is required for this application to be considered. (**Application does not guarantee participation based on space availability.**) Refunds will be issued if Events Committee denies application within 30 days of event.
- 6.** All taxes, permits, certificates and any licenses required are the responsibility of the vendor. Vendors that sell products are responsible for all taxes associated with such sales. Free samples of products may be provided.



350 N Community Center Drive
Washington, Utah 84780

(435) 656-6360
washingtoncity.org/cc

Vendor Sub-License Application

Event Name: _____ Date(s) of Event: _____

Location of Event: _____

Business/Organization Name: _____

Sales Tax #: _____

Applicant Name: _____ Phone: (____) _____

Address: _____ City: _____

State: _____ Zip: _____ Email address: _____

Please include a brief description of items to be displayed or services to be rendered at your booth:

Attach the following items if applicable:

- Food Handler's Permit
- Liability Insurance
- Workers Compensation Waiver

Additional Considerations:

- Booth spaces requiring power (\$10 per booth)
- Payment by Cash, Credit Card, or Business Check ONLY at time of application. No Personal Checks.

SUB-LICENSE FEE - \$5.00

I understand that falsifying any information on this application constitutes sufficient cause for rejection of my application or revocation of my license. I also understand that the City Business License Official may require additional information as permitted by the City Business License Ordinance, and I agree to supply the same upon request as part of this application.

Signature: _____ Date: _____